

Mexico-domiciled carriers that currently hold Certificate of Registration for Commercial Zone operations must re-apply with the FMCSA by October 20, 2003 in order to continue these operations.

Step by Step - Quick Reference Guide

Phase 1 Application Process

1. Complete Application Form. <http://www.fmcsa.dot.gov/pdfs/OP-2.pdf>
The application package is printed in English and Spanish, but the Carrier's responses must be in English.
2. Pay Filing Fee \$300 for each type of registration. If you presently have a certificate of registration, you do not need to submit a fee when you file an application under subpart 368.5 if you file before October 20, 2003.
3. Attend a Safety Compliance Seminar (Optional).
4. Complete Motor Carrier Identification Report Form MCS-150 (English & Spanish)
5. Designate Process Agent Form BOC-3 (English & Spanish)
List of Process Agents (English & Spanish) - PDF Version - HTML Version
6. Have Evidence of Insurance.
7. Receive approval of OP-2 Application: Provisional Certificate of Registration.
8. Mark your commercial motor vehicle on both sides with legal name or DBA name used on Form MCS-150 and the assigned USDOT number on any vehicle intended for use in the U.S. before operations can begin.

Phase 2 Provisional Certificate of Registration

9. Pass Safety Audit before the 18-month provisional Certificate of Registration expires.
10. Comply with Federal Motor Carrier Safety Regulation (FMCSRs).
<http://www.fmcsa.dot.gov/rulesregs/fmcsr/fmcsrguide.htm>
11. Comply with Federal Hazardous Material Regulations.
12. Comply with all State Motor Carrier Safety and Economic Regulations.
13. Pass Roadside Performance Monitoring before the 18-month provisional Certificate of Registration expires

Fase 3. Certificado de Registro Permanente

14. Demonstrate acceptable levels of safety performance.
15. Receive written notification from FMCSA that the Certificate of Registration has become permanent at the end of the 18-month provisional period.